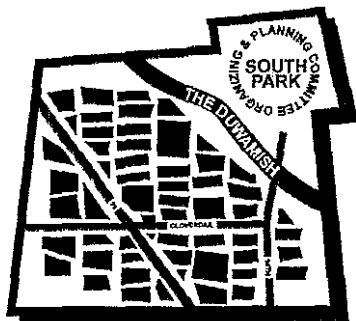


# Participant's Roles Element

## South Park

### Residential Urban Village 1998 Plan

## **South Park Residential Urban Village 1998 Plan Participant's Roles in the Planning Process**



### **Planning Committee**

- Membership: Individuals who live, work or, own property within the South Park Residential Urban Village outreach boundaries
- Make planning decisions, for South Park neighborhood, in accordance with 1994 Comprehensive Plan, based on data/information provided by City and other government agencies and consultant work.
- Seek community-wide validation of subcommittee work and neighborhood plan. Continue to inform community of neighborhood planning process and seek input on planning committee and subcommittee work through outreach strategy developed by consultant, including events, newsletters, mailings and contact with community organizations.
- Provide subcommittees with leadership (chair or co-chairs).
- Provide forum for subcommittees to communicate with each other.
- Review SEPA checklist prepared by consultant.
- Provide timely input on planning topics, process and products at monthly meetings.
- Review and approve consultant's work on approval & adoption package for City Council review.

### **Co-Chairs**

- Membership: Elected By the Planning Committee.
- Develop and manage Phase II Scope of Work.
- Hire consultants.
- Manage budget and expenditures.
- Chair Steering Committee.
- Direct and review the Consultant's work.
- Approve Phase II work plan, itemized budget and timeline developed by the consultant.
- Provide quarterly performance reports to the Neighborhood Planning Office.
- Assure compliance with MWBE goals.

### **Steering Committee**

- Membership: South Park Planning Committee Co-Chairs and Subcommittee Chairs.
- Work with consultant on coordinating subcommittees.
- Validate proposals for planning solutions from the Subcommittees.
- Support Subcommittees.
- Coordinate between subcommittees where Scope of Work topics intersect.
- Review Subcommittees products to ensure consistency with the Communities' Planning Office's goals.
- Approve final subcommittees' products for inclusion in the Neighborhood Plan.

### **Subcommittees**

- \* Membership: Planning Committee members with an interest in the Subcommittees' topic(s).
- \* monthly meetings
- \* umm for planning.
- Develop proposals for area specific planning activities consistent with the Communities' goals for the Steering Committee to review and approve.
- Work with consultant on Phase II tasks, described in the Scope of Work. Provide consultant with input needed to develop plans, strategies, project proposals as described in Phase II scope of work. Review and comment on consultant work throughout Phase II.
- Use a structured process to achieve planning outcomes that meet the communities' needs.

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- Work under the direction of the steering committee.
- Develop, with steering committee input, Phase II workplan, itemized budget and timeline.
- Help planning committee develop decision making process/evaluation criteria for meetings of the full committee and subcommittees.

- Develop strategy for community outreach efforts, in order to achieve input from diverse constituencies, and participation by existing community interest groups in planning process throughout Phase II.
- Develop existing conditions summaries based on relevant planning studies and other data/information provided by the Neighborhood Planning Office, other City departments and Help planning committee to interpret data/information and use during planning.
- Coordinate work by subconsultants.
- Work with planning committee and subcommittees, on Phase II planning work tasks, described in Scope of Work.
- Coordinate with key public agencies relevant to the planning process, when necessary.
- Compile outcome of subcommittee work for planning committee review and community validation. Format outcome of subcommittee work into South Park neighborhood plan.
- Prepare SEPA checklist.
- Prepare neighborhood plan for approval & adoption by City Council.
- Provide progress report to planning committee at 20%, 50% and 90% intervals. Schedule to be agreed upon at outset of Phase II.

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- Work under the direction of the Co-Chairs.
- Provide administrative support to the planning committee throughout Phase II.
- Help planning committee co-chairs with drafting meeting agendas.
- Take, transcribe and mail minutes for Planning Committee meetings.
- Coordinate distribution of meeting agendas, minutes, background materials, work products and other outreach materials including event flyers, questionnaires, summaries.
- Maintain communication between planning committee, subcommittees, community organizations, City of Seattle staff and other relevant parties.
- Transfer existing mailing database into working version.
- Maintain/update mailing database.
- Maintain monthly calendar of planning committee and subcommittee meetings.
- Maintain file of planning committee and subcommittee materials.

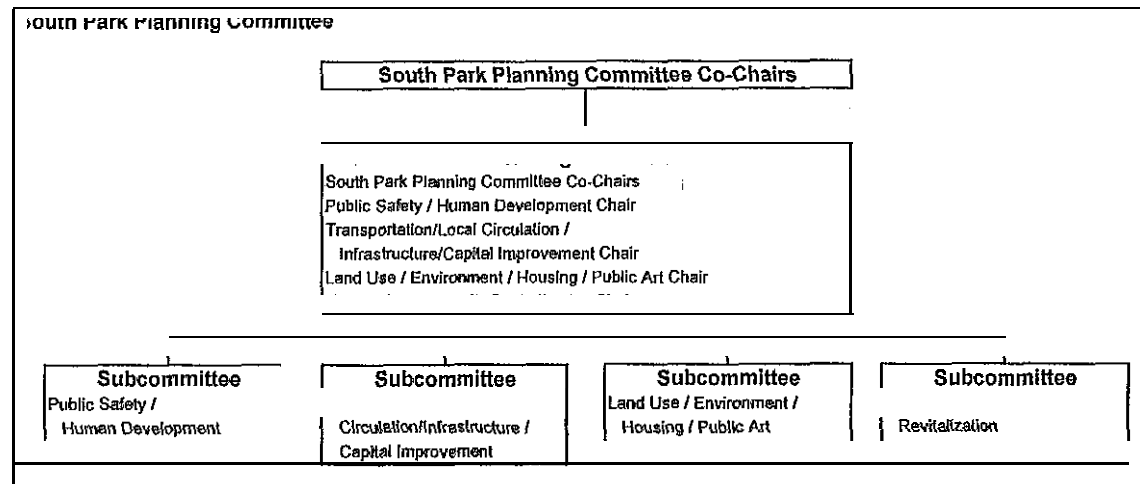
### Fiscal Agen

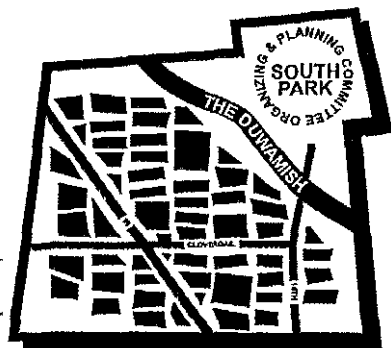
- Submit invoices to Neighborhood Planning Office.
- Maintain fiscal records for planning committee.

### City Staff (including Neighborhood Planning Office)

- Provide technical support, including available data and studies to consultant, planning committee and subcommittees. (City departments)
- Connect planning committee, subcommittees with City staff when necessary.
- Review mmitte
- Review performance reports.
- Monitor progress of Phase II planning.
- Review invoices from planning committee and initiate payment
- Make sure that planning effort meets percentages for WMBE.
- Act as resource on neighborhood planning.
- Help planning committee progress through Phase II.

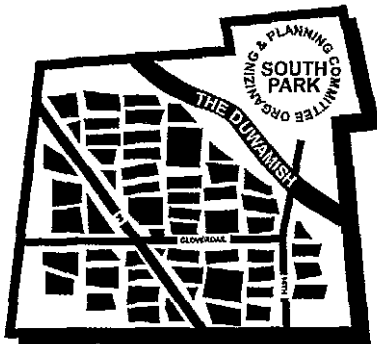
### Planning Process Diagram





# Plan Addendum South Park Residential Urban Village 1998 Plan

# **South Park Residential Urban Village 1998 Plan Addendum**



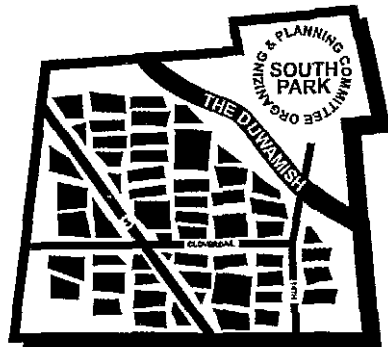
This Addendum contains changes to the South Park Residential Urban 1998 Village Plan that was issued for community review and validation.

1. Omit the Addendum, page 105 and insert this Addendum.
2. Omit the Cover Letter, pages i through iii and insert the Cover Letter, pages i through iii contained in this Addendum.
3. Omit the Table of Contents, page v (the second page) and insert the Table of Contents, page v contained in this Addendum.
4. Omit the Vision Statement, page 1 and insert the Vision Statement, page 1 contained in this Addendum.
5. Omit the Goal Statement, pages 3 and 4 and insert the Specific Goal and Policies Statement, pages 3, 4 and 4.1 contained in this Addendum.
6. Omit Key Activity Figure 3, page 15 and insert Key Activity Figure 3, page 15 contained in this Addendum.
7. On page 28, Key Activity 3.08 has Marra Farm misspelled as Mara Farm.
8. Omit Key Activity Figure 16, page 34 and insert Key Activity Figure 16, page 34 contained in this Addendum.
9. On Figure 18, page 36 the title of the figure has Hamm Creek misspelled as Hamme Creek.
10. Omit Key Activity Figure 25, page 47 and insert Key Activity Figure 25, page 47 contained in this Addendum.
11. Omit the Appendix title page, following the Addendum and insert the Appendix title page contained in this Addendum.
12. In the Addendum, bound  
Omit the title page and insert the Appendix title page contained in this Addendum.

13. In the Addendum, bound separately, add the comments from the validation events contained in this Addendum.
14. In the Addendum, bound separately, add the South Park's Designation Packet contained in this Addendum.



- Comments from the Validation Events
- South Park's Designation Packet
- SEPA Checklist
- Transportation & Local Circulation Report
- Economic Development Report
- Community Resource Guide  
(Bound in a second document)
- Approval and Adoption Matrix  
(Bound in a third document)



## Appendix South Park Residential Urban Village 1998 Plan